CA-PMM

Project Name: UIMOD Part 1- CCNPAU

OCIO Project #: 7100-181
Department: OSI/EDD
Reporting Period: *From:* 6/1/09 *To:* 6/30/09

Team Member to Project Manager

Current Task Summary

Task or Deliverable	Scheduled Completion Date	Actual Completion Date	Issues?
Pay Point 2- Deliverable #92a	6/30/09	6/30/09	No
Schedule Rebaseline	6/30/09	6/30/09	No

Accomplished this week
Approved the Pay Point 2 collection of deliverables as defined in the VzB Statement of Work. Rebaselined the schedule to support an accelerated schedule delivery for call center deployment.

Planned/Scheduled Completion in Next Two Weeks
Processing of Change Order to accommodate the addition of agents to the call center facilities (above the Statement of Work specifications).

Status Summary	Yes/No	Explanation
Will all assigned tasks be accomplished by their due date?	Yes	
Are there any planned tasks that won't be completed?	No	
Are there problems which affect your ability to accomplish assigned tasks?	No	
Do you plan to take time off that is not currently scheduled?	No	

Status of Assigned Issues

Issue Number	Description	Due Date	Status

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Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	Yes	A schedule acceleration was requested.	Schedule rebaseline required.	None. The schedule rebaseline was approved.
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	Yes	Change Request to increase the number of agents.	Processing of a Change Request and Change Order will be required.	CCB action is required.
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			
8. Are there any new major issues?	No			
9. Are there any staffing problems?	No			

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No		
2. Do any key milestones or deliverables need to be rescheduled?	No		
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	Yes	There has been a request to increase the number of agents (already mentioned above).	CCB action is required.
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	No		
8. Are any major new issues foreseeable?	No	Critical issues are tracked daily.	Monitor closely.
9. Are any staffing problems anticipated?	No	Availability of critical resources when needed is the biggest risk to the project.	Monitor closely.

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Project Manager to Sponsor

Current Status and Accomplishments:
Describe deliverables completed and milestones met during **this reporting period.**
Approved the Pay Point 2 collection of deliverables as defined in the VzB Statement of Work. Rebaselined the schedule to support an accelerated schedule delivery for call center deployment.

Project Milestones:
List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
PP2 Approval	6/30/09	6/30/09	Done		6/30/09
SPR#3 Delivery to DOF	7/30/09	7/30/09	On Target		
QB2 Approval	8/30/09	8/30/09	On Target		

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	x			None
Milestones	x			None
Deliverables	x			None
Resources	x			None
OneTime Cost	x			None
Continuing Cost	x			None

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Project Manager to Sponsor

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Reporting Period: *From:*   6/1/09   *6/30/09*

Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones:
List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
PP2 Approval	6/30/09	6/30/09	Done		6/30/09
SPR#3 Delivery to DOF	7/30/09	7/30/09	On Target		
QB2 Approval	8/30/09	8/30/09	On Target		

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".
*   *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	x			None
Milestones	x			None
Deliverables	x			None
Resources	x			None
One Time Cost	x			None
Continuing Cost	x			None

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Sponsor to Executive Committee

Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score		Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	**0**	Green	There is a high degree of customer buy-in.
	Medium Degree of Buy-In	1			
	Low Degree of Buy-In	2			
2. Technology Viability	Strong Viability	0	**0**	Green	No issues that could not be resolved.
	Medium Viability	1			
	Weak Viability	2			
3. Status of the Critical Path (delay)	<5%	0	**0**	Green	The Rebaseline of the schedule has resolved all unresolved critical path delays.
	5% to 10%	1			
	>10%	2			
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	**1**	Yellow	The addition of the Identity Management workload (via Change Request) has caused an increase in cost to the project.
	5% to 10%	1			
	>10%	2			
5. High-Probability, High-Impact Risks	0 to 3	0	**0**	Green	Availability of critical resources when needed is the biggest risk to the project.
	4 to 6	1			
	>6	2			
6. Unresolved Issues (on time resolution)	On time	0	**0**	Green	The Rebaseline of the schedule has resolved all unresolved issues.
	Late with no impact	1			
	Late impacting the critical path	2			
7. Sponsorship Commitment	Fully engaged	0	**0**	Green	There is a high degree of sponsorship buy-in.
	Partially engaged	1			
	Inadequate engagement	2			
8. Strategy Alignment	Strong alignment	0	**0**	Gree	
	Partial alignment	1			

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	Weak or no alignment	2		
9. Value-to-Business	Strong	0		
	Medium	1	0	Green
	Weak	2		

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Sponsor to Executive Committee

10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	**0**	Green	Verizon Business has met all their commitments to date.
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	**1**	Yellow	Delays were caused by the additional Identity Management workload as well as the acceleration realignment.
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	**1**	Yellow	Delays were caused by the additional Identity Management workload as well as the acceleration realignment.
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	**0**	Green	
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	**0**	Green	
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	**0**	Green	
	Moderately Effective	1			
	Ineffective	2			
		Total	**3**	**G**	

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale

The Vendor has demonstrated viability to date.

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